



**Aquatics Natural Resource Technician 3**  
**Northwest Region-Straits District**  
**Recruitment # 2007-03-3949**

**AGENCY MISSION AND CHALLENGE:**

The mission of the Department of Natural Resources (DNR) is to provide professional, forward-looking stewardship of our state lands, natural resources, and environment. DNR provides leadership under the Commissioner of Public Lands, an elected official, in creating a sustainable future for the State Trust Lands.

At the DNR, we envision a future in which our human and natural environment provides abundant and diverse social, ecological, and economic benefits for the people of Washington, in this and all future generations. In acting to ensure the vision, we ensure sustainability.

DNR manages over 5 million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. Since 1970 DNR-managed lands have generated \$6 billion that support public schools, state institutions and county services. These lands also provide public benefits that include fish and wildlife habitat, clean and abundant water and public access to outdoor recreation. The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees. For more information about the department, see the DNR website at [www.dnr.wa.gov](http://www.dnr.wa.gov)

<b>Job Classification:</b>	Natural Resource Technician 3
<b>Type of Position:</b>	This is a permanent full-time position. This position is represented by the WPEA. Once appointed to this position the incumbent will be required to pay union dues or other representation fee within the first 30 days of employment.
<b>Monthly Salary Range:</b>	\$2468 – \$3128
<b>Benefits Package:</b>	Health and dental insurance, retirement pension, vacation, sick leave and holidays
<b>Posting Date:</b>	March 21, 2007
<b>Closing Date:</b>	April 6, 2007
<b>Location:</b>	<b>Center Work Station, 5310 Eagle Mount Road, Chimacum, WA 98325</b>

**POSITION PROFILE**

This position supports DNR and Orca Straits District in managing state-owned aquatic lands by serving as a Natural Resource Technician 3 (NRT3) for the district. The Orca Straits District covers a large geographical area, which includes seven counties. Major emphasis for this position is on activities in Clallam, Jefferson, Mason and Island Counties and works as part of a team with other administrative and technical staff on systems integration. This position also provides technical support to the Assistant Region Manager, District Manager, and Land Managers in the district.

**REQUIRED POSITION QUALIFICATIONS**

- High School education or higher and
- Two years of experience as an Administrative Assistant or equivalent in performing technical or paraprofessional duties relating to business administration, natural resources, land use, transaction, leasing, or development.
- Ability to manage multiple on-going projects at one time.

**DESIRED POSITION QUALIFICATIONS**

- Ability to communicate effectively in writing and verbally.
- The ability to use a computer and software such as: Microsoft Word, Excel, Access, NaturE, GIS.

## SPECIAL POSITION REQUIREMENTS AND WORKING CONDITIONS

- Ability to work outdoors on or near water and on uneven terrain and in a boat.
- Must have a valid driver's license and provide a 5 year driving abstract that demonstrates a record free of serious traffic violations.
- Qualify as a Notary Public

## WHO MAY APPLY

This recruitment is open to anyone who meets the required qualifications for this position.

## APPLICATION PROCESS

To be considered for this position please submit:

- A letter of interest describing how your experience and qualifications relate to the job profile and the required and desired position qualifications. Indicate in your letter of interest how you learned of this opportunity.
- A completed application – [www.dnr.wa.gov/jobs/stateapp.doc](http://www.dnr.wa.gov/jobs/stateapp.doc) and a resume.
- An online voluntary [Applicant Profile Questionnaire](#)
- A 5 year driving abstract issued from the state in which you are currently licensed (required if driving is an essential function.)

The first screening will be based on information contained in your letter of interest and your state application.

Submit all materials by the closing date to:

Electronic method preferred	OR other method
<a href="mailto:Shesha.zavala@dnr.wa.gov">Shesha.zavala@dnr.wa.gov</a>	Shesha Zavala Department of Natural Resources 919 N Township St Sedro Woolley, WA 98284

**NOTE: Please indicate Aquatics NR Technician 3, Recruitment #2007-03-3949 in the subject line of your e-mail.**

By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

Questions? Please contact Shesha Zavala at 360-854-2880 or e-mail us at [DNRrecruiting@wadnr.gov](mailto:DNRrecruiting@wadnr.gov).

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